

**MICHIGAN DEPARTMENT OF CIVIL SERVICE
JOB SPECIFICATION**

FISHERIES BOAT CAPTAIN SUPERVISOR

JOB DESCRIPTION

Employees in this job supervise and operate gas or diesel driven vessels used for surveying commercial fishing activities, planting fish, and various research activities including the catching and analyzing of fish.

There are two classifications in this job.

Position Code Title –Fisheries Boat Captain Supervisor-1

Fisheries Boat Captain Supervisor 9

The employee serves as a first-level boat captain serving as the assistant boat captain for a vessel. The employee may serve as the head boat captain in the absence of the Boat Captain otherwise, the employee performs the duties identified in support of the Boat Captain. The employee supervises the activities of fisheries assistants and technicians.

Position Code Title –Fisheries Boat Captain Supervisor-2

Fisheries Boat Captain Supervisor 10

The employee serves as a second-level boat captain with full responsibility for a vessel, serving as the head boat captain. The employee serves as the first-line supervisor for the assistant captain and second-line supervisor for lower level subordinate employees.

JOB DUTIES

NOTE: The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

Selects and assigns staff, ensuring equal employment opportunity in hiring and promotion.

Evaluates and verifies employee performance through the review of completed work assignments and/or the reviewing of work techniques.

Coordinates activities by scheduling work assignments, setting priorities, and directing the work of subordinates.

Identifies staff development and training needs and ensures that training is obtained.

Ensures proper labor relations and conditions of employment are maintained.

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Maintains records, prepares reports, and composes correspondence relative to the work.

Operates, navigates, and maintains a large and highly complex power-driven survey vessel on the Great Lakes and connecting waters.

Directs the operation and maintenance of navigational equipment including radar, sonar, radiotelephone, automatic pilot, and echo sounders.

Prepares standard vessel logs, papers, and reports; maintains records regarding the ship's engines, deck machinery, supplies, and equipment.

Advises interested public on safety, vessel capability, weather conditions, ports, docks, navigation, and other factors, which apply to the vessel's operation and schedule.

Charts courses, orders supplies and equipment, and obtains fuel and dock facilities.

Collects, tabulates, and reports biological data concerning Great Lakes fish.

Directs the maintenance and repair of boats, docks, buildings, equipment, and other gear involved in completing program objectives.

Furnishes marine transportation and enforces fishing regulations.

Imparts information to other boat operators regarding harbors, docks, repair facilities, fueling stations, and navigational matters.

Administers first aid as necessary.

Operates and maintains smaller craft on occasion.

Answers questions concerning fisheries programs and departmental policies and procedures.

Performs related work appropriate to the classification as assigned.

JOB QUALIFICATIONS

Knowledge, Skills, and Abilities

NOTE: Considerable knowledge 10-level and thorough knowledge is required at the 11-level.

Thorough knowledge of rules of navigation for power boats on the Great Lakes.

Thorough knowledge of weather conditions as related to boating.

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Thorough knowledge of safety regulations and equipment.

Thorough knowledge of signal lights and running gear.

Thorough knowledge of state fishing laws.

Some knowledge of labor relations.

Some knowledge of training and supervisory techniques.

Some knowledge of employment policies and procedures.

Some knowledge of equal employment opportunity practices.

Ability to operate, navigate, and maintain a power-driven survey vessel.

Ability to render first aid.

Ability to handle commercial fishing equipment.

Ability to identify fish of the Great Lakes.

Ability to make adjustments and minor repairs to engines and equipment.

Ability to instruct, direct, and evaluate employees.

Ability to communicate effectively.

Working Conditions

Some jobs require an employee to work under extreme weather conditions and environmental conditions of work site.

Physical Requirements

The job duties require an employee to bend, stoop, reach, or stand, extended periods.

The job duties require an employee to move heavy objects.

Education

Educational level typically acquired through completion of high school.

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Experience

Fisheries Boat Captain Supervisor 9

Three years of experience as a Fisheries Assistant E7, or equivalent experience in the operation of a fisheries boat, charter boat, or other motor boat operating on the Great Lakes or the ocean.

Fisheries Boat Captain Supervisor 10

One year of experience as a Fisheries Boat Captain Supervisor V, or equivalent experience in the operation of a fisheries boat, charter boat, or other motor boat operating on the Great Lakes or the ocean.

Special Requirements, Licenses, and Certifications

Possession of a license from the U.S. Coast Guard to operate a motor boat of 25 tons, or the tonnage of the boat assigned, whichever is greater.

NOTE: Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION

Job Code

FISHCPSPV

Job Code Description

Fisheries Boat Captain Supervisor

Position Title

Fisheries Boat Captain Supervisor-1

Fisheries Boat Captain Supervisor-2

Position Code

FISHSPV1

FISHSPV2

Pay Schedule

NERE-065

NERE-068

ECP Group 3
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EG/VLWT/CAG/VT